



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-2766
PHONE: (213) 974-8301 FAX: (213) 626-5427

J. TYLER McCAULEY
AUDITOR-CONTROLLER

August 23, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – SAN FERNANDO
VALLEY COMMUNITY MENTAL HEALTH CENTER, INC. - MAIN
CAMPUS, ATOLL, KITTRIDGE, AND LEMAY GROUP HOMES**

We have completed a review of Main Campus, Atoll, Kittridge, and Lemay Group Homes (Group Home or Agency) operated by San Fernando Valley Community Mental Health Center (SFVCMHC). Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Main Campus Group Home is a 38-bed facility, and Atoll, Kittridge and Lemay Group Homes are six-bed facilities. Each Group Home provides care for children ages 14-18 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Main Campus Group Home was providing services for two Los Angeles County DCFS children and twenty-nine Los Angeles County Probation children, Atoll and Lemay Group Homes were providing services for six Los Angeles County DCFS children, and Kittridge Group Home was providing services for six Los Angeles County Probation children.

The SFVCMHC Group Homes are located in the Third District.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews

"To Enrich Lives Through Effective and Caring Service"

with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services outlined in its Program Statement. However, Main Campus, Atoll, and Kittridge Group Homes have deficient areas that need to be addressed.

Main Campus Group Home needs to provide sufficient lighting, replace scratched mirrors, and remove mildew from children's bathrooms; repair or replace torn carpet in two of the children's bedrooms; and repaint the walls in most of the children's bedrooms.

Atoll Group Home needs to repair and repaint the ceiling in one bedroom.

Kittridge Group Home needs to repair the doorframe in one bedroom.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:asl
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Mary Lou Gottlieb, Executive Director, SFVCMHC
Public Information Office
Audit Committee

**SFVCMHC
Main Campus
6305 Woodman Avenue
Van Nuys, California 91401
Phone: (818) 908-4999
License Number: 191222769
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Main Campus Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

Overall, the interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, some of the children's bathrooms have mildew, insufficient lighting, and scratched mirrors.

Overall, the children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, the carpet is torn in bedrooms nine and fourteen, and the paint on the walls in most of the bedrooms is faded and discolored.

The Group Home maintains age appropriate and accessible recreational equipment. There are electronic and board games, TVs, and DVD players. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations**1. SFVCMHC management:**

- a. Provide sufficient lighting in the children's bathrooms.
- b. Replace all scratched mirrors in the children's bathrooms.
- c. Remove mildew from the children's bathrooms.
- d. Repair or replace torn carpet in bedrooms nine and fourteen.
- e. Repaint the walls in the children's bedrooms.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Four

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Four

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-

help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Four

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Four

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children expressed satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Four

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum base allowance. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

**SFVCMHC
Atoll Group Home
7001 Atoll Avenue
North Hollywood, California 91605
Phone: (818) 908-4999
License Number: 197600129
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Atoll Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, in bedroom two there is a water stain on the ceiling.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendation

- 1. SFVCMHC management repair and repaint the ceiling in bedroom two.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children expressed satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum base allowance. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

**SVCMHC
Kittridge Group Home
15916 Kittridge Street
Van Nuys, California 91406
Phone: (818) 908-4999
License Number: 191220109
Rate Classification Level: 12**

I. Facility and Environment

Method of assessment – Observation

Comments:

Kittridge Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, in bedroom three the doorframe is broken.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendation

- 1. SFVCMHC management repair the doorframe in bedroom three.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children expressed satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum base allowance. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

**SFVCMHC
Lemay Group Home
17215 Lemay Street
Van Nuys, California 91406
Phone: (818) 908-4999
License Number: 191220101
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Lemay Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children expressed satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum base allowance. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

June 27, 2005

Carla Carr
Group Home Ombudsman
Department of Auditor-Controller,
Kenneth Hahn Hall of Administration
500 W. Temple St., Room 515-A
Los Angeles, California 90012

Re: Corrective Action Plan (CAP)

Dear Ms. Carr,

This letter is a written response (corrective action plan) to the on-site visit conducted by Alex Sigal -Lieberman on April 19 & 20, 2005. Your "Auditor-Controller's final draft program audit report" includes recommendations requiring corrective action, which are described as follows:

Main Campus

I. Facility and Environment Recommendations- "SFVCMHC management:"

A. "Provide sufficient lighting in all children's bathrooms."

Corrective Action: The Center's Maintenance Department replaced the light fixture, which provides additional lighting. The Senior Maintenance person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

B. "Replace all scratched mirrors in children's bathrooms"

Corrective Action: The Center's Maintenance Department replaced all the scratched mirrors. The Senior Maintenance person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

C. "Remove mildew from the children's bathrooms.

Corrective Action: The Center's Janitorial Department has removed all the mildew from the bathrooms. The Senior Janitorial person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

D. "Repair or replace torn carpet in rooms nine and fourteen"

Corrective Action: New carpeting was installed the beginning of May 2005. The Senior Maintenance person (or designee) will do weekly inspections to ensure

that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

E. "Repaint the walls in the children's bedrooms."

Corrective Action: Please see the attached estimate for painting the interior. Currently, the children are on summer break; therefore, painting will be schedule during school time, as this proves to be less disruptive to the children. The Senior Maintenance person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

Atoll Group Home

I. Facility and Environment Recommendations

A. "SFVCMHC management repair/repaint the stain on the ceiling in bedroom two."

Corrective Action: The Center's Maintenance Department repaired/cleaned the ceiling in bedroom two. The Senior Maintenance person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

Kittridge Group Home

I. Facility and Environment Recommendations

A. "SFVCMHC management repair the door frame in bedroom three."

Corrective Action: The Center's Maintenance Department repaired the door frame to bedroom three. The Senior Maintenance person (or designee) will do weekly inspections to ensure that the deficiency will not occur again. The Program Administrator (or designee) will conduct walk thru, to ensure the corrective action remains implemented.

If you have any questions or concerns, please contact me at 818-901-4830 x3221. Thank you for your time and consideration!

Respectfully,



Mary Lou Gottlieb,
Director of Child and Adolescent Services